



Idaho Coordinated School Health: School Health Team Grant

Grant Application 2009-2010

APPLICATION DUE
5 PM MST FRIDAY, JANUARY 16, 2009

Funded projects will begin
Monday, March 2, 2009

Idaho Coordinated School Health
Pat Stewart, Director
Idaho State Department of Education
650 West State Street
Boise, Idaho 83702

or

PO Box 83720
Boise, Idaho 83720-0027
Phone: (208) 332-6929
Web site: www.sde.idaho.gov/site/csh/



Idaho Coordinated School Health (CSH) 2008-2009 Pilot Program Application

**Deadline: Friday, January 16, 2009
5 PM MST**

Introduction

The Idaho State Department of Education (SDE) and the Idaho Department of Health and Welfare (IDHW) are seeking seven (7) schools or districts, one from each public health region, to pilot the coordinated school health (CSH) model and create systematic change to promote healthy schools throughout the year.

Funding will begin March 2009 and continue through February 2010. Funding for the CSH project is granted through the Centers for Disease Control and Prevention's (CDC) Division of Adolescent School Health (DASH) Improving Health and Education Outcomes of Young People (CDC-RFA-DP08-801). Each school or district will be awarded **\$3,750** to establish a school health team with a focus on coordinating efforts to support the health of children and youth. Requests for funding must be submitted by **Friday, January 16, 2009, 5 PM MST**.

Purpose

A Coordinated School Health (CSH) program model consists of eight interactive components. Schools by themselves cannot—and should not be expected to—solve the nation's most serious health and social problems. Families, health care workers, the media, religious organizations, community organizations that serve youth, and young people themselves also must be systematically involved. However, schools could provide a critical facility in which many agencies might work together to maintain the well-being of young people. This coordinated approach to school health improves the health of youth and their capacity to learn through the support of many partners from the school and the community!

This year, Idaho received funding from the Centers for Disease Control to promote Coordinated School Health (CSH) strategies in schools and communities across the state. Idaho is just one of 22 states receiving this funding to support the development of school health councils focused on coordination



of effort in delivery of health services and resources at the same time improving health and physical education programs. At its very core, Coordinated School Health is about keeping students healthy over time, reinforcing positive healthy behaviors throughout the school day and making it clear that good health and learning go hand in hand. CSH offers students the information and skills they will need to make good choices for a lifetime and actively involves parents, teachers, students, families and communities in planning and implementation.

Funding Requirements

Pre-Award Requirements:

- Complete attached application including the following information:
 - district information
 - school information
 - traveling team
 - school demographics
 - commitment signatures
 - narrative #1
 - narrative #2

- Commit to a minimum of three (3) traveling team members from the school/district to attend the statewide CSH Kickoff (March 2009) and the CSH Leadership Summit (August 2009): (Expenses for three members from each school/district will be covered by the State.)
 - administrator
 - physical education/health educator
 - other staff or community member
- Identify a School Health Coordinator from the traveling team to coordinate CSH activities

Post-Award Requirements:

- Create a school health team of at least five (5) members, including the three traveling team members and two additional members, to:
 - emphasize physical activity, nutrition, tobacco and HIV prevention areas in relation to school district's wellness policy
 - be trained on the Coordinated School Health model
 - conduct a Healthy Schools Report Card needs assessment for each school building or district (training and materials supplied by the State Department of Education)
 - complete the School Health Action Plan
 - participate in scheduled conference calls/webinars with state coordinators
 - documented monthly planning sessions within the district during the school year
- Commit to participate in the School Health Education Profiles (SHEP) survey
- Complete interim progress reports (forms provided by SDE)
- Budget summary/justification
- Collect success stories

State Support

Additionally, the state of Idaho will provide support to funded schools/districts to:

- Attend CSH Kickoff (March 2009). Transportation, lodging and per diem are covered by the state for three traveling team members.
- Conduct a needs assessment using the Healthy Schools Report Card (materials provided)
- Attend CSH Leadership Summit (August 2009)
 - three (3) participants per school building/district. Transportation, lodging and per diem are covered by the state for three traveling team members. Additional members are encouraged to participate, but are the responsibility of the school/district.
- Engage in ongoing technical assistance via conference calls/webinars, and on-site visits.

Application Deadline

The application must be received by the Idaho State Department of Education by 5 pm MST, Friday, January 16, 2009. This closing time and date will be strictly observed in order to ensure equity for all applicants.

Number of Copies

Submit one original and two copies of the entire application. Write "ORIGINAL" in the upper right-hand corner of the original copy and be sure it has the required original signatures in blue ink. All copies must be unbound.

Delivery Instructions

Applications should be mailed, delivered by hand or by courier service to:

Pat Stewart, CSH Director
Idaho State Department of Education
PO Box 83720
Boise ID 83720-0027
Or to: 650 West State Street, 2nd floor
Boise ID 83702

Proof of Mailing: Regardless of the method of delivery chosen, it is strongly recommended that applicants retain a receipt or tracking number to verify the mailing or delivery date. The use of certified mail is encouraged to provide a postmarked receipt for applicant files.

If an application is received after the deadline and the mailing date is in question, the application will be returned unscored if an acceptable method of proof of mailing is not provided. The applicant must show proof of mailing before the deadline date consisting of one of the following methods:

- 1) a legibly dated U.S. Postal Service postmark on the mailing container,
- 2) a legible mail receipt with the date of mailing stamped by the U.S. Postal Service, or
- 3) a shipping label, invoice, or receipt from a commercial carrier (e.g., FedEx, UPS) showing the date on which the application was submitted to the carrier.

Personal Delivery: An application that is personally hand-delivered must be taken to the Idaho Department of Education (SDE), Len B. Jordan Office Building, Second Floor, 650 West State Street, Boise, Idaho. An application that is personally delivered must be received at the above address before 5 pm

Grant Process Timeline

Letters and Emails Sent, Application Posted Online, and Announcement in Weekly E-Newsletter	December 5, 2008
Application Submission Deadline	January 16, 2009
Decision Notification	February 6, 2009
CSH Kickoff (Boise, Idaho)	March 2, 2009
Pilot Schools Form School Health Teams	March 2009
First Three School Health Team Meetings	March – May 2009
Conference Calls/Webinars	April and May 2009
School Visits	April – May 2009
CSH Leadership Summit (Boise, Idaho)	First week of August 2009
Interim Report (Forms supplied by SDE)	October 1, 2009
Mid-Year Interim Report (Forms supplied by SDE)	February 28, 2010
Final Interim Report (Forms supplied by SDE)	May 30, 2010

MST on or before Friday, January 16, 2009 in order to be considered for the current review cycle.

Courier Delivery: Applicants using a commercial carrier such as FedEx, UPS, etc., must be able to show a shipping label, invoice, or receipt documenting the date on which the application was submitted to the carrier.

Rejection of Proposals

The Idaho State Department of Education reserves the right to reject any and all proposals received as a result of this announcement and will do so if the proposal does not adhere to eligibility criteria.

Application Evaluation

SDE staff will receive and date stamp applications and verify the accuracy of application information. Applications will then be scored by a team of qualified individuals. Applications will be evaluated using the attached rubric.

Notification of Funding Decision

All applicants will be notified of the final funding decision by letter on or before Friday, February 6, 2009. Correspondence regarding the funding status of the application will be sent to the authorized building/district administrator at the address listed in the application. The administrator is responsible for notifying all other parties (e.g., co-applicants).

For questions regarding this funding opportunity, please contact Pat Stewart at (208) 332-6929, plstewart@sde.idaho.gov or Rhonda DeMers at (208) 332-6950, rdemers@sde.idaho.gov.

Please return completed application to:

Pat Stewart, CSH Director
Idaho State Department of Education
P.O. Box 83720
Boise, ID 83720-0027

In person delivery:

650 W. State, 2nd Floor
Boise, Idaho 83702

Idaho Coordinated School Health School Health Team Grant Application

(THIS APPLICATION IS A FILLABLE FORM AND CAN BE COMPLETED AND PRINTED FOR SUBMISSION)

District Information

Name of District	
District Address	
Name and Title for School Health Coordinator	
Telephone Number	
Email Address	
Fax Number	

School Building/District Information

Name of School	
Name of School Principal	
Address	
Telephone Number	
Email Address	
Fax Number	
Public Health District	

Our designated traveling team is:

1. Administrator:	_____	_____
	Printed Name	Signature
2. Health or P.E. Educator:	_____	_____
	Printed Name	Signature
3. Additional Staff Member:	_____	_____
	Printed Name	Signature

School Demographics

School	% Free or Reduced Lunch	Racial/Ethnic Demographics	Current Year Enrollment (in Schools/District to be Served)	Other Data that Indicates Need

Access to Health Services

✓ Does your school/district have a school nurse? ☐ Yes ☐ No

If yes, how many hours per week? _____

✓ Does your school/district have a counselor? ☐ Yes ☐ No

If yes, how many hours per week? _____

✓ What is the distance in miles to the nearest comprehensive health services organization? _____

If yes, what is the name of the health services organization? _____

✓ Do you utilize your public health district? ☐ Yes ☐ No

If yes, what services do you access? _____

THE SUPERINTENDENT AND SCHOOL ADMINISTRATOR(S) COMMIT TO PARTICIPATION IN THE CSH PILOT PROGRAM AS OUTLINED IN THE REQUIREMENTS OF THIS APPLICATION.

Signature(s) below signify agreement to this commitment.

Name of Superintendent Signature Date Signed

Name of Superintendent Signature Date Signed

Narrative #1

(THREE PAGE LIMIT, 12 PT FONT, TIMES NEW ROMAN, DOUBLE-SPACED)

Description of school and student need to address physical activity, healthy eating, tobacco use, incidence of HIV/STD or teen pregnancy

On this sheet, or in an attachment, please provide a brief statement that describes your school/district's need to address physical, social, and emotional barriers to learning with a specific focus on physical activity, nutrition, childhood obesity, tobacco use, and/or HIV/STD prevention education. Include student health behavior and well-being data from reliable sources to describe your need.

Narrative #2

(THREE PAGE LIMIT, 12 PT FONT, TIMES NEW ROMAN, DOUBLE-SPACED)

Statement of school readiness to develop a Coordinated School Health program

Please answer the following questions as completely as possible:

Describe actions the school/district and administration has previously taken to support student health/wellness at your school. Highlight any efforts that have addressed the social, emotional, and physical barriers to student learning.

Describe how time, staff, and resources will be provided or allocated to the coordinated school health planning process.

Describe how school staff and community members were informed about this opportunity and involved in the decision to apply for this grant.